Approved For Release 2001/08/31 : CIA-RDP78-04718A001200060083-3

9 April 1954

MEMORANDUM FOR: Addressees Noted Below with Distribution

SUBJECT:

Proposed Regulation Tours of Duty

(Job #258-TT)

Overseas

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- 1. Submitted herewith for concurrence and comment are the subject Regulation and the proposed Staff Study upon the adoption of which certain sections of this Regulation are based.
- 2. In addition to a general revision of this subject matter a number of substantive changes and additions are proposed, among which are the following:
 - a. Standards for determining the length of tours of duty are prescribed in greater detail.
 - b. Agency officials responsible for fixing the duration of tours overseas are defined.
 - c. Sections on overseas agreements and authorization of travel and transportation expense are included.
 - Subsequent tours of shorter duration than the period of immediately preceding tours are permitted under certain circumstances.
- 3. The need for a policy determination on subsequent tours of duty arose in the course of preparing the Regulation. Accordingly, the sections on subsequent tours are predicated upon the adoption of the policy recommendations contained in the attached staff study.
- 4. This Regulation and Staff Study were initiated by the Office of Personnel and received working level collaboration with representatives of the DD/P Admin, the Offices of the General Counsel and Communications.

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Any questions regarding the attached may be referred to Mr.

Plans. Research, and Development Staff, Office of Personnel, extension

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5. Please indicate your concurrence and comments on the attached Concurrence Sheet and submit to this Staff by 30 April 1954.

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Chief, Regulations Control Staff

ce: Deputy Director (Aministration) - 2
Deputy Director (Intelligence) - 10
Deputy Director (Plans) - 14
Assistant Director for Communications - 3
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Inspector General - 1
Chief of Logistics - 7
Chief, Medical Staff - 3
Auditor-in-Chief - 1
Director of Security - 5

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CONCURRENCE SHEET

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CONCUR: (a) (b) (c) (d)	Substance of Regulation Staff Study Classification Distribution			
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